

City of Newton



Setti D. Warren
Mayor

HEALTH AND HUMAN SERVICES DEPARTMENT
Dori Zaleznik, MD, Commissioner
1000 Commonwealth Avenue
Newton, MA 02459-1544

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MOBILE FOOD UNIT PERMIT RENEWAL NOTICE

Your permit to operate a Mobile Food Unit expires on May 31st of this year. Applications received **after May 31st** will be subject to a late fee of \$25.00.

If applications are not received by May 31, Mobile Food Unit(s) will be ordered not to operate in the City of Newton and subjected to fines.

To renew your permit, please submit the following:

- ☐ A completed enclosed application including your Federal Identification Number and signature. **Incomplete applications will not be processed and will be considered not filed.** A late fee and /or penalties will be charged.
- ☐ A completed Frozen Dessert application if Soft-Serve Ice Cream or Frozen Yogurt is sold / offered.
- ☐ Permit fee of \$90.00 with an additional \$10.00 if cartons of milk and \$5.00 for Frozen Desserts (soft serve ice cream and frozen yogurt) are sold. Make the check payable to the **"City of Newton". All fees are NONREFUNDABLE.**
- ☐ A copy of: Certified Food Management Training and Allergy Awareness Certificate.
- ☐ A copy of your Base of Operation Permit
- ☐ For Ice Cream Trucks: Per Massachusetts State Law and 520 CMR 15.00, all vendors selling any ice cream, frozen dairy or frozen water-based food products on a truck must undergo a CORI / SORI Check with a Police Department in Massachusetts. A Clearance Permit / Letter issued by the Chief of Police or the board or officer having control of the police in a City or Town, or person authorized by them, must be supplied to the Newton Health and Human Services Department along with our application before a permit will be issued. At this time the Newton Police Department does not have a mechanism in place to perform these checks. This law applies even if other food items are sold from the truck.

The Health and Human Services Department is open 8:30 A.M. - 5:00 P.M. M-F and until 8:00 P.M. on Tuesdays. If there are questions please call the Health and Human Services Department at 617-796-1420.

Updated: 4/16/2013

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